

Registering for an Information Governance Toolkit User Account

This guide explains how to register for an Information Governance Toolkit (IG Toolkit) user account for:

- **ALL** organisation types

i. 'How to'..... Register for a User Account

- If you have previously published an IG Toolkit assessment you will already have a user account and you should therefore use your existing log-in details.
- If you have forgotten your username, organisation code or password use the 'Forgotten User Details' link in the Registered Users box on the home page to request a reminder.
- If you are unable to remember the email address you registered with, or no longer have access to the relevant email account, you will need to log a call with the Exeter Helpdesk at exeter.helpdesk@hscic.gov.uk or by telephone on **0845 3713671**.

You are here: Home

Welcome to the Information Governance Toolkit

The IG Toolkit is an online system which allows NHS organisations and partners to assess themselves against Department of Health Information Governance policies and standards. It also allows members of the public to view participating organisations' IG Toolkit assessments. [Read more...](#)

IG Toolkit Version 9 is now Live
For more information about version 9 [click here](#)

Registered Users

Please enter your user details and then click the 'Log In' button below.

Organisation Code: ?

User ID:

Password:

[Log In](#)

[Forgotten user details?](#)

New Users

Learn how to use this site by reading the ['quick start' guide](#).

[? 'Quick Start' Guide](#)

Before you can use the IG Toolkit you need to [register for a user account](#).

[Register](#)

For help registering, read the ['How to Register' guide](#).

[? 'How to Register' guide](#)

Just Browsing?

Members of the public have access to a [report of participating organisations' assessments](#).

You can also [browse the IG requirements](#) and access other features of the IG Toolkit using the navigation bar on the left.

- If you do not already have an IG Toolkit account, you will need to register for an account.

➤ 1. Go to the 'New Users' section of the home page

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➤ 2. Click on the yellow 'Register' button

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- 3. Follow the registration steps presented on the screen.

Information Governance Toolkit



You are here: [Home](#) > Register

Register for an IG Toolkit Account

Step 1 - Organisation Search

First of all, we need to determine whether your organisation is already set up in our database.

- If you know your Organisation Code, enter it below, then click the 'Next' button.

Organisation Code: ?

- Otherwise, enter all or part of your organisation's name, then click the 'Next' button.

Organisation Name Keywords: ?

- If you don't know any of the above information, please [contact us to register an account](#).

- The above will only work if your organisation does not already have an IG Toolkit Organisation Administrator.
- If your organisation already has an IG Toolkit Organisation Administrator, you will need to contact them and they can create a user account for you. The name of your Organisation Administrator will be presented on the screen in Step 3 of the registration process.